

CITY OF MUSKEGON  
**HISTORIC DISTRICT COMMISSION**  
**MINUTES**

**January 10, 2018**

Vice-Chairperson S. Radtke called the meeting to order at 4:25 p.m. and roll was taken.

MEMBERS PRESENT: S. Kroes, L. Wood, S. Radtke, K. Panozzo

MEMBERS ABSENT: J. Hilt, D. Warren, A. Riegler,

STAFF PRESENT: J. Pesch, D. Renkenberger

OTHERS PRESENT: M. Miller, The Corner Church, 280 W Muskegon Ave; S. Zimmerman, Port City Signs, 771 Access Hwy.; J. Mosqueda, 1179 4<sup>th</sup> St.

**APPROVAL OF MINUTES**

A motion to approve the regular meeting minutes of November 7, 2017 was made by K. Panozzo supported by L. Wood and unanimously approved.

**NEW BUSINESS**

**Case 2018-01 – 1669 Peck St. Stairs.** Applicant: Steven Radtke. District: Clinton-Peck. Current Function: Residential. This case was tabled until the February meeting due to lack of a quorum. The applicant was an HDC board member and therefore could not vote on his own case.

**Case 2018-02 – 1641 Jefferson – Railing.** Applicant: Ray (Karen) Panozzo. District: Jefferson. Current Function: Residential. This case was tabled until the February meeting due to lack of a quorum. The applicant was an HDC board member and therefore could not vote on her own case.

**Case 2018-03 – 1163 4th – Windows and Garage Door.** Applicant: Greg Wilkinson/Wilkinson Insurance Agency, Inc. District: Houston. Current Function: Residential. J. Pesch presented the staff report. The applicant is seeking approval to replace all windows in the house and install a new garage door. The house was damaged in a fire; staff has approved repairs to damaged siding.

The applicant was not present to answer questions. J. Pesch had concerns about the type of replacement windows being proposed. S. Radtke stated that it appeared that the windows were not original to the house. J. Pesch stated that one window in the front looked like a wood window.

A motion to table this case until the next meeting so the applicant could be present to answer questions was made by K. Panozzo, supported by L. Wood and unanimously approved.

**Case 2018-04 – 280 W. Muskegon – Signage.** Applicant: Rev. Mark Miller – The Corner/Central United Methodist. District: National Register. Current Function: Institutional. The applicant is seeking approval to install 5-foot tall by 15-foot wide internally-lit wall signs on the north and south faces of the building. He is also seeking approval for plaster filling and smoothing of the current engraved sign over the W. Muskegon Avenue entrance. In 2010, installation of a 30-foot flexible aluminum sign had been approved to cover the engraved sign, but it was never installed.

J. Pesch stated that the illuminated signs being proposed were larger than what the Form Based Code zoning and the historic district standards allowed. S. Zimmerman distributed renderings of the proposed signage for the church. He and the board discussed other types of signs allowed. S. Zimmerman asked if they would be able to fill in the engraved letters above the concrete front entrance. S. Radtke stated that permanent changes to historic structures were not permitted; they could cover the etched lettering, but not fill it in. S. Radtke asked about the method of illumination to be used for the wall signs. S. Zimmerman explained the electrical wiring, stating that they intended to minimize the amount of holes put in the building when posting the signs. M. Miller explained the church functions and their plans to do additional work on the building.

A motion that the HDC allow a flexible sign to be installed over the engraved lettering above the church's front entrance was made by L. Wood, supported by S. Kroes and unanimously approved, with S. Kroes, L. Wood, S. Radtke, and K. Panozzo voting aye.

A motion that the request to install the wall signs be tabled until the applicant can provide new plans that meet ordinance requirements was made by L. Wood, supported by S. Kroes and unanimously approved, with S. Kroes, L. Wood, S. Radtke, and K. Panozzo voting aye.

### OLD BUSINESS

None

### OTHER BUSINESS

382 W. Muskegon Ave. – J. Pesch had a couple interested in purchasing the lot at 382 W. Muskegon Ave, which was the last remaining lot in the historic infill district. They wished to construct a home with less than the required 2500 square feet, which was a stated requirement for the infill district. Board members listened to the homeowner's description of the house they would like to build and provided input.

1179 Fourth St. – This application was received after the deadline date, but J. Pesch wanted the applicant to discuss her proposed work with the HDC, including roof repairs, siding replacement, chimney work, and insulation. J. Mosqueda explained her planned renovations. J. Pesch stated that the city's inspection department was requiring that the siding be repaired, which was the most pressing issue. Siding was discussed, with board members stating that wood siding was preferred. J. Mosqueda stated that several homes around hers had vinyl siding. S. Radtke stated that the board would need more detailed information on the type and size (thickness, profile) of siding being requested, and also the type of roof shingles to be used.

February Standards Review Workshop – Staff had reached out to Amanda Reintjes from the Michigan Historic Preservation Network to invite her to the workshop scheduled for our February 6th meeting. Unfortunately, she has a prior engagement that day and cannot attend. She is interested in attending any additional workshops that may fall on another date and mentioned a possible West Michigan regional HDC training opportunity in the near future. Board members decided to review the current HDC standards for any changes needed and discuss that at the February meeting.

There being no further business, the meeting was adjourned at 5:10 PM.